

INSTRUCTIONS FOR INTERVIEWERS

Reserve Study of Home Demonstration Organization, Massachusetts, 1945

SCHEDULE FOR LEADERS

Fill in leader's name and address in left-hand corner space.

1. a. (1),(2),or (3). Fill in as many ways as leader has served during the past five years, from September 1940, approximately a year before the war started, to the present.

(2) If homemaker has served as a teaching leader, list the project or projects in which she has served.

- b. If leader was serving as a clothing leader and a member of the town committee at one and the same time, cut out duplication and give in terms of years of service regardless of capacity. Give years in round numbers. One year and four months becomes 1 year; 1 year and 6 months becomes 2 years.

- c. Answer is "Yes" if she served as a "minute woman", or "nutrition-gardening-food-preservation leader."

2. a and d.

Advisory council members may have been called "executive council members" or "home bureau associates."

Neighborhood leaders may have been called "minute women" or "nutrition-gardening-food-preservation leaders."

"Teaching leader" may have been called "project leader."

Under list of duties jot down key words in homemaker's answer. If she gives at least one duty check "Yes."

3. a. Ask a, then wait for homemaker to give names. Jot down names in space under b. When homemaker has completed naming all she thinks of, take names one by one and ask, "How is Mrs. _____ connected with home demonstration work?" Check in proper column. If checked "no such leader" verify with home agent before turning in schedule.

4. Check as many times as necessary to get in all ways present leaders were selected.

5. a. Leader is asked to estimate what part of people in her community know. If she says she does not know, check "no opinion."

- c. Jot down key words in homemaker's answer.

6. b. You are not checking on how often the homemaker cans, but on whether or not she uses this bulletin when she cans. No matter how infrequently homemaker cans, if she always uses this bulletin when she cans, check "always." If she uses some directions in this bulletin sometimes and some other directions or no directions at other times, check "sometimes." If more often than not she uses some other directions, check "occasionally."

c. (1) "Contact" means attending meetings, been taught by a leader or friend what they learned in the home demonstration clothing program, or learned through an Extension news story, radio program, or bulletin, some of the practices recommended in the clothing program.

(2) Check "yes" only if learned in home demonstration clothing program as defined in c (1) above. Check "yes" if easier or quicker in any one of the three -- dresses, coats, or children's clothing. If sewing was learned for the first time in connection with the dresses, coats, or children's clothing project, the answer is "yes."

d. (1) "Contact" same as in c (1) above -- substitute the words "home furnishings" for "clothing."

(3) "Changes" means adopting practices recommended in d(2) -- (a), (b), (c), (d), (e).

"This program" refers to d (2) -- (a), (b), (c), (d) or (e).

7. a. "Made an effort" means invited women to meeting, told them about an Extension practice and tried to interest them in adopting it, or told them about information they could get from the Extension office.
"A little" is once or twice or one or two persons.
"Some" means three or four times same person, or three or four persons.
"Great deal" means five times or more, or five persons or more, anytime.

b. "Success" means how have people responded to your effort.

8. Record answers for only these three ways.

9. Unless leader seems positive do not check.

b. Gave subject matter in discussion or demonstration.

c. Instructions of what or how to do.

i. Wrote publicity themselves or gave to a news reporter or to agent for publicity purposes.

k. Records of practices adopted.

l. Or how to take part in Extension activities.

10. a. "Some other means" refers to some other home demonstration means.
 "Talk over" with a view to program planning.
 "Needs" refers to family living problems.
b. Write in answer in homemaker's own words.
11. a. "Activities" refers to any contacts with other families or organized groups in the community.
b. By "direct" is meant preside at a meeting, put on a program, take part in making plans, same as chairman of a committee or a group, etc.
c. "Some decisions" means decide what to do to solve some problem or problems. On the whole are homemaking decisions easier or harder?
12. a. Enter leader's key words.
b. Enter leader's key words.
13. Only programs or projects started for Extension groups.
14. Jot down leader's own words; don't help her word her answer.
15. Check under "Tries to help" if answer is "Yes." Check under "no opinion" if homemaker does not know well enough to have an opinion. Tell the homemaker that you want her opinion on what she really thinks home demonstration work, as she knows it, is trying to do - not what she thinks it could do or ought to do.
16. a. "Real needs" not necessarily all needs, but is it helping people do things that are most necessary to the majority of the people in the community?
b. Write in homemaker's own words.
- 17.) Are designed to test leader's initiative and resourcefulness. Do
 18.) not give her help. Get her to report what she, herself, has done
 19.) -- not work of some others in her groups in which she had no part.
20. Do not read out a - o. Check the item or items, a - n, which best express the answer which the homemaker gives. Write in under o what homemaker specifies if the answer is different from any item from a - n.

THE FOLLOWING QUESTIONS CAN BE PREFIXED BY SOME SUCH STATEMENT: "The following questions have nothing to do with the home demonstration program but we are asking you them so we will know whether or not we are interviewing a typical sample of all the women in this county."

21. Give her the form and let her check age and education for herself, if you like.
22. Check only one. Business college or nurses' training is not included as education beyond the highest grade of formal schooling attained.
23. "Running water" means from a faucet. Just one faucet over a sink constitutes running water.
24. Whether or not it is listed in the homemaker's name, if she has access to it, check "Yes."
25. a. One light bulb alone constitutes "electricity."
b. "On the farm" means in the farm buildings or on the farm grounds outside of the house - and only if it is a farm.
26. b. Do not enter the amount; only check in one of designated places, i.e. "ALL" - etc.
27. a. Ask only if answer to 23 a is "Yes." "This place" is place on which the family lives.
b. Refers to land in "this place" on which family lives.
28. a, b, c. Interviewer checks these after leaving house.
a. "Open country" means if every house or two is separated from neighbors by an open field or pasture, or if the farm fields extend back from every house.
b. "F.I." refers to family income level. Give your opinion as to the income level, whether (1) H (high), (2) A (average), or (3) L (low), of this family in relation to that of the community as a whole.
c. "W.A." refers to the woman's attitude toward Extension as gathered from her answers or from the manner she has shown towards the service in the interview. Check your opinion of her attitude as to whether it is (1) V.F. (very favorable); (2) F (favorable); (3) I (indifferent); (4) U (unfavorable).

Fill in date and interviewer's name.